

# *SUBMERSIVE* productions

## **Submersive Productions Policy for Safe, Supported Spaces, Sexual Harassment and Abuse**

This is a living document. It should be updated with new information and awareness as it lives in real time in the daily practice of our company.

As a collaborative artworks company, Submersive Productions strives to create a safe and open environment where all our artists are able to contribute their best work. We engage in a wide variety of workshop-style exercises involving the body and mind. We often delve into controversial subject matter in order to devise new work. Our collaborators often come in direct contact with the audience and, of course, each other. Throughout the creation process, we hope that all members will feel free to speak their minds or otherwise express themselves during the process, without fear of reprisal. They should also feel as if their own safety and the safety of our audiences are taken into account throughout all stages of our productions.

Submersive Productions, LLC, is small organization with no board and no administrative layers. Co-artistic Directors Glenn Ricci and Ursula Marcum are solely and ultimately responsible for all that happens within the company. On any given project, there may also be project leads who share responsibility for the day-to-day management of that project. These leads, and their contact information, will be clearly identified to all collaborators. For larger productions, the ensemble will be asked to nominate one of their peers to serve as a liaison to help foster communication between the ensemble and the project leads.

If anyone working with Submersive becomes uncomfortable with their situation for any reason, during any portion of our process, they should feel free to withdraw from the action and/or express the reasons for their discomfort. This discomfort need not rise to the level of harassment, assault, or abuse in order to be addressed, and indeed may be no more than a passing feeling during an otherwise safe exchange. For any such moment, it is important that the colleague check in with themselves and others in order to ensure that our safe and supported space is maintained.

Abuse, racism, sexual harassment, or assault will not be tolerated at any time or place, physical or virtual, where a Submersive team gathers to work. Harassment, racism, and abuse go against our values as an organization and can do irreparable harm to individuals and to our artistic community.

We pledge to follow a series of steps for any incident that arises in the company. The notebook with the policy and documentation for this policy will be on site for every production and accessible to all.

If any individual working with or for Submersive feels that any manner of harassment or abuse has occurred within the company, their options are as follows:

**Step One:** Direct communication between individuals is always encouraged. Some smaller issues can be resolved this way. However, if this is too uncomfortable, individuals can move on to:

**Step Two:** They can bring the matter directly to Submersive's Co-artistic Directors, with whom they can discuss possible remedies. Contact information is listed on the "If Something Happens Here General Operating Document." Individuals can also bring the matter to the Artistic Associates listed on the document, in any combination that is requested. They may request the presence of one or more of the above individuals if they wish. If the issue remains unresolved, the next step is:

**Step Three:** If Submersive is unable to resolve the matter to the person's satisfaction, a representative from a mutually agreed-upon third party will be called upon to mediate.

Anyone coming forward should fully expect to be heard and believed and an acceptable remedy to be sought in a reasonable amount of time.

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